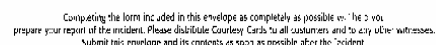




- ☐ HAND OUT COURTESY CARD (RIGHT) TO WITNESSES. VERIFY THAT EACH WITNESS HAS PROVIDED AN ADDRESS AND PHONE NUMBER. KINDLY REQUEST THIS INFORMATION IF NOT PROVIDED. COLLECT CARDS AT THE SCENE.

- ☐ PLACE ABOVE FORMS INSIDE INCIDENT REPORTING PACKET ENVELOPE (RIGHT) AND FILL OUT ENVELOPE
- ☐ FOR VEHICLE ACCIDENTS COMPLETE OPERATOR ACCIDENT REPORT (YELLOW FORM). FOR NON-COLLISION ACCIDENTS OR INCIDENTS COMPLETE OPERATOR INCIDENT REPORT (BLUE FORM)
- ☐ FILE COMPLETED REPORT AND INCIDENT REPORTING PACKET WITH DISPATCH OFFICE



Created on 8/3/2007 11:44:00 AM
Last Updated 9/20/07 8:58 AM